



PLANNING COMMISSION

MINUTES OF THE MEETING

MEETING SUMMARY

Regular bi-monthly meeting
Thursday, July 21, 2016, 6:30pm
City of Sammamish Council Chambers

COMMISSIONERS PRESENT

Frank Blau, *Pos. 6, Chair*
Shanna Collins, *Pos. 3, Vice-Chair*
Eric Brooks, *Pos. 1*
Larry Crandall, *Pos. 4*
Nancy Anderson, *Pos. 7*

ABSENT: Brian Garvey, *Pos. 2*, Philip Cherian, *Pos. 5*

STAFF PRESENT

David Pyle, Deputy Director – Community Development
Mike Sugg, Management Analyst
David Goodman, Management Analyst
Tammy Mueller, Administrative Research Assistant

CALL TO ORDER

Chair Frank Blau called the Sammamish Planning Commission meeting to order at 6:34 pm.

APPROVAL OF AGENDA: Nancy Anderson motioned; seconded – **Approved 5:0**

The Agenda was approved as read.

APPROVAL OF MINUTES: Larry Crandall motioned; seconded – **Approved 5:0**

06/16/2016 and 07/07/2016 minutes approved as read.

NON-AGENDA PUBLIC COMMENT: (3 Mins)

[Bookmarked Video Link](#) (Firefox and Chrome browsers only at this time)

- Mary Wictor, 408 208th Ave. NE, Sammamish, WA
 - Topic: Storm Water, Tree maintenance on steep slopes
- Photos submitted: Fallen trees and trees on slopes*

Time: 6:36pm

Public Comment Closed

NEW BUSINESS

Urban Forestry Management Plan – Work Session

David Pyle, Deputy Director – Community Development and David Goodman, Management Analyst presented a PowerPoint presentation ([link](#)) informing the Commission of the vision, mission, and scope of work for the proposed Urban Forestry Management Plan ([link to packet documents](#)).

Staff and Commission commenced discussion:

- **Overview:** Staff informed that a RFP will be required to contract with a company to assist with the Urban Forestry Management Plan (UFMP). Staff requested input from the Commission on the vision statement, mission statement, and project objectives which will be used in the RFP.
- **Vision Statement:** Commission agreed it is suitable, though recommended mention of water and the ecosystem in general.
- **Mission Statement:** Commission requested the following changes:
 - “visibly evident” to be changed to “quantifiably evident” in the last sentence

- “to those who enter Sammamish” be altered to include those who live in Sammamish
- Address the forest’s health and diversity.
- Specify that metrics be transparent and available to the public
- **Project Objectives:** Commission requested the following changes:
 - Change “picture” to “assessment” in item A
 - Define “establish a protocol” in Item E to allow for more transparency and be more easily understood by public
 - Include “biodiversity” and “natural habitat” among environmental benefits
 - Expand Item D to highlight a partnership with the community and promote stewardship
 - A manual be developed to include disease management and tree care guidelines; educational materials be created for the public
 - Staff replied that the purpose of the UFMP is to gather information on the status of the urban forest which would likely lead to the recommendation for such a manual to be developed and educational materials to be created and disseminated.
- **Scope of Work:** Commission requested the following:
 - Meetings with consultant be documented either by consultant or City staff
 - Consultant be required to produce educational/informational material for the public (e.g. on diseased trees)
 - The aerial imagery the consultant use be no more than 1 year old
 - Identification and mapping of landmark landmark/heritage trees on public and private properties
 - Clarity around goals rather than “framework”, with the goals being made publically available
 - Clarification on timeline for UFMP and hiring of a consultant
 - Staff answered that their goal is to hire a consultant early 2017. The next meeting with PC on issue in Nov will update on RFP and progress
 - Clarify what programs will be established and who accountable agency will be (e.g. City staff, specific City department)
 - Incorporate a goal for canopy cover
 - Staff replied that the UFRP will gather data so that a more accurate canopy cover goal can be created along with a metrics plan to measure the goal
 - When obtaining a permit, staff be allowed to validate the tree inventory provided by the applicant on the property
 - Define a schedule for data refreshing
 - Create easily understandable materials to educate public on canopy status and change over time
 - Recommend partnerships with neighboring cities

Proposed Schedule

- Staff introduction to City Council: Date TBD
- Staff update to Planning Commission: November 17, 2016

Chair closed discussion of UFMP and opened Public Comment for Agenda items.

Public Comment – Agenda (7 Minutes)

[Bookmarked Video Link](#) (Firefox and Chrome browsers only at this time)

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| ● Kathe Low, 20502 NE 43rd St., Sammamish, WA | Time: 7:35pm |
| ○ Topic: Critique of Attachment A | |
| ● Mary Wictor, 408 208th Ave. NE, Sammamish, WA | Time: 7:42pm |
| ○ Topic: City staff availability for UFMP; critique of Attachment A | |
| ● Paul Stickney, 504 228th Ave. SE, Sammamish, WA | Time: 7:47pm |
| ○ Topic: Critique of Attachment A | |
| ● Stacey Peters, 4040 240th Pl. NE, Sammamish, WA | Time: 7:54pm |
| ○ Topic: Canopy inventory; tree retention | |

- Guilherme Correa, 1814 216th Pl. NE, Sammamish, WA Time: 7:56pm
 - Topic: Community engagement with UFMP; tree removal and retention; Attachment A
- David Gowing, 4051 232nd AVE SE, Sammamish, WA Time: 8:03pm
 - Topic: Critique of Attachment A; Arborist contract requirements by City to developers
- Jan Bird, 3310 221st Ave. Sammamish, WA Time: 8:07pm
 - Topic: Increase City staff; tree diversity and root rot

Public Comment Closed

Motion to Adjourn: Larry Crandall motioned to adjourn; seconded. **Approved 5:0**
 Meeting adjourned at 8:13pm

Chair: Frank Blau

PC Coordinator: Tammy Mueller

[Video Audio Record 07/21/2016](#)

Roberts Rules of Order applied: [RONR (10TH ed.), p. 451, 1. 25-28]